

**MINUTE BOOK XXVIII, PAGES 25-27**  
**PLANNING RETREAT MINUTES (Part II)**  
**March 08, 2019**

The Planning Retreat of the Town of Troutman Town Council was held on Friday, March 08, 2019, 1:00pm the Troutman Town Hall, 400 North Eastway Drive, North Carolina with Mayor Teross W. Young, Jr. presiding.

Council Members Present: Paul Henkel, Judy Jablonski, Paul Bryant, Sally Williams, Janith Huffman

Council Members Absent: None

Staff Present: Justin E. Longino, Town Manager; Kimberly H. Davis, Town Clerk; Steven H. Shealy, Finance Director; Matthew A. Selves, Police Chief; Adam L. Lippard, Public Works Manager; Emily M. Watson, Parks and Rec. Coordinator

Press Present: Debbie Page, Statesville Free News

Others Present: See Sign-in Sheet

**MAYOR YOUNG CALLED THE MEETING TO ORDER**

Town Manager Justin Longino presented a draft plan outlining steps in implementing actions within the adopted Strategic Master Plan (SMP) as recommended by an advisory group made up of Mr. Longino, Layton Getsinger, and Jim Freeman. Town Manager Longino explained that in the process of establishing detailed actions steps, the advisory group divided the actions into three (3) categories ranking each as follows: 1) Lytton Street (future Main St.); 2) Quality of Life; and 3) Public Health and Safety. He also stated that the group found many action items within the SMP that fall under administrative responsibilities that can be accomplished by staff over several budget years. In requesting for Council feedback/input, Town Manager Longino stated that the items within each category have not yet been ranked. The advisory group's next step is to look at budgetary restraints and timelines. Town Manager Longino distributed a spreadsheet listing the 3 categories and the line items under each, created by Mr. Freeman explaining that it is what the advisory group envisions as the final product entailing: the task, activities to accomplish the task, funding sources, timelines, start and end dates, etc., in order to track the each item with the ability to be viewed by Council, staff, and the public for information regarding the progress of each project and the steps within the project on the Town website.

Discussions were held pertaining to each category:

- Lytton Street (future Main Street)

Council member Bryant questioned whether the Town has and if so how much, right-of-way acquisition along Lytton Street. Town Manager Longino stated that he will research files to see how many properties owners have agreed to right-of-ways and that the Town should consider budgeting for land acquisition over the next 10 years. Council member Bryant suggested that the Town go ahead with a loan and budget pay back on the loan over the next 10 years.

Town Manager Longino advised that properties needed for the extension (Orchard Lane to Wagner St.) have been identified when the CRTPO grant was approved for the extension that the Town walked away from. Town Manager Longino commented that the Town should not have a problem being approved for a grant a second time.

\*Town Manager Longino to research and identify the Lytton Street properties needed for acquisition of right-of-ways, and reach out to CRTPO for copies of the grant documents.

Other items and options discussed regarding Lytton Street was establish on-street parking on the east side of the street; create a bike lane; establish sidewalk from Pellegrino's to Mills Street; establish sidewalk around the corner from Mills to Lytton; extend/realign Lytton and Wagner Streets; add landscape islands to parking lot at corner of Mills and Lytton Streets. Council expressed that they did not want any work to be done on Lytton Street now that would be torn up in a few years. Council was in agreement to not establish bike lanes on Lytton Street now, but possibly in the future. Police Chief Matthew Selves advised that bike lanes would be better suited in high congestion/heavy traffic areas such as on Hwy 21.

\*Council was in agreement that Lytton Street have sidewalks, street parking, and bike lane as the finished product. Town Manager Longino and advisory group to figure a way to carry out the Lytton Street plan in the most economical way possible.

- Quality of Life

Town Manager Longino presented the following 6 projects in improving citizens quality of life: 1) Design of Hwy 21; 2) On-street parking; 3) creation of a pedestrian plaza at Hwy 21 and Wagner Street; 4) add street trees, brick sidewalk, consistent lighting and streetscaping between the Town lot on Wagner Street to South Main Street; 5) make the 1.6 mile connection from Lake Norman State Park via Wagner Street to Main Street; 6) establish a block-by-block approach to streetscaping and lighting (Church to Mills and Mills to Talley. He stated that a Public Input meeting regarding Hwy 21 road improvement is scheduled for May 2<sup>nd</sup> with NCDOT at Town Hall, at which time several design options for Hwy 21 corridor will be presented. Projected timeline for construction to begin is 2021, no timeline for completion. Mayor Young requested that Town Manager Longino get with Troutman Business Council (TBC) to send out a blast email message to all businesses in Town regarding the upcoming public input meeting with NCDOT. Town Manger Longino commented that he would and the meeting information will also be in the Town's newsletter and website.

\*Council was in agreement that items under the Quality of Life category be put on hold until after NCDOT plans for Hwy 21 is known. Revisit after the public input meeting in May.

Council member Bryant suggested requesting a partnership with the county to share in the cost of the recommended 1.6 mile greenway connection from Lake Norman State Park via Wagner Street to Main Street since the majority of the area is in the county.

Ginger Finley, Downtown Business Owner expressed concern regarding downtown lighting stating that when it gets dark it is dangerous in regards to public health and safety.

\*Council was in agreement that the lighting issue needs be handled.

- Public Health and Safety

This category represents various transportation improvements such as the SW Bypass and straightening of Murdock Road, establish connector streets, establish on-street parking, improve wayfinding signage, improve median/street crossings, and re-striping of Wagner Street.

\*Staff to identify which projects would be NCCDOT projects and which ones would be Town projects.

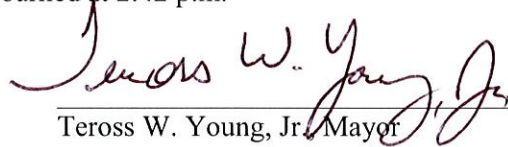
\*Council was in agreement to wait on NCDOT plans for Hwy 21 and repaving of Wagner.

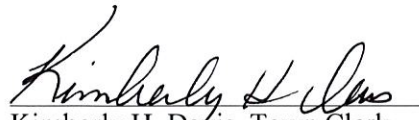
Discussion was held regarding the Town no longer having a 1 mile ETJ with Council member Bryant challenging Council and staff to have a discussion regarding the importance of ETJ, establishing what Council wants the Town's ETJ to look like in the future, and if so desired possibly going to the County Commissioners petitioning to expand the Town's ETJ accordingly. He requested a discussion be held in the near future.

Mayor Young asked if there are other fill-in items to be added to enhancing the quality of life suggesting pocket parks as one. He also mentioned lighting and asked if there is a lighting map for the Town. Town Manager stated that pocket parks was added to the administrative list. In regards to the lighting, Town Manager Longino stated that the Town is working with Dude Solutions to set up a GIS system specifically for Troutman that will have the ability to show lighting and fire hydrant locations. Another possibility for the list would be to put utilities underground as utilities will need to be moved once road improvements begin. Town Manager Longino has requested NCDOT provide contact information of the appropriate party to contact for this work.

#### **ADJOURNMENT**

Upon motion by Council member Huffman, seconded by Council member Bryant, and unanimously carried, Planning Retreat of March 08, 2019 was adjourned at 2:42 p.m.

  
Teross W. Young, Jr. Mayor

  
Kimberly H. Davis, Town Clerk

